

**CIVANO I: NEIGHBORHOOD I ASSOCIATION, INC.**

**Civano 1 Common Area Assets Committee**

Revised 01/19/16

**ADMINISTRATIVE RESOLUTION #11-01**

**WHEREAS**, Article 11, Section 11.1 of the Association Covenants, Conditions and Restrictions (CC&Rs) grants the Association the right and power necessary for the reasonable administration of the affairs of the Association in order to effectuate all of the objectives and purposes of the Association and which are contained in the Civano PAD; and,

**WHEREAS**, in 2009 the Civano 1, Neighborhood 1 Association was deeded all Civano 1 Common Area Assets (hereinafter CCAA) including but not limited to the Rotunda, swimming pools, tennis court, tot lot, parks, parking lots, and common area walkways; and,

**WHEREAS**, the Civano 1, Neighborhood 1 Board of Directors desires to establish a committee to oversee the ongoing operation and upkeep of the common area assets;

**NOW THEREFORE**, BE IT RESOLVED THAT a standing Committee is established, named the Civano 1 Common Area Assets (CCAA) Committee, having the following responsibilities:

**RESPONSIBILITY**

The primary responsibility of this Committee is to advise and assist the Board with regards to the utilization, maintenance, procurement and benefits of all current and future Civano 1 Common Area Assets.

In fulfilling its responsibility, the CCAA Committee shall perform functions which include, but are not necessarily limited to the following:

- 1) Develop and propose regulations for the operation of and the community's use of all Civano 1 Common Area Assets.
- 2) Assist the Board and Management Company in identifying all major and minor repair needs for Civano 1 Common Area Assets, including at least once a year reviewing the Reserve Study and recommending any modifications necessary to it.
- 3) Assist the Management Company in preparing and soliciting bids for all repairs and maintenance.
- 4) At Board direction dispose of any unneeded, unwanted, or duplicated items by either direct sales to benefit the Civano 1, Neighborhood 1 Association or by donation to the Civano Community School, the Civano Neighbors Aging in Community Working Group, or other charitable organizations.
- 5) Review, discuss and report any problems, concerns or recommendations, pertaining to the Civano 1 Common Area Assets made by residents to Management.
- 6) Review and recommend additions to the Common Area Assets as may be needed for the benefit of the community.
- 7) Perform these and other functions, that fall within the scope of this committee, as directed by the Board of Directors.

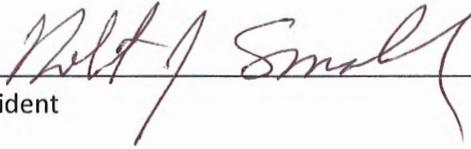
**MEMBERSHIP AND MEETINGS**

The Civano 1 Common Area Assets Committee shall be composed of not less than three (3) or more than seven (7) members with up to three (3) alternates. The Committee shall meet when necessary to perform its duties, but in any case shall meet as often as necessary to complete its assigned responsibilities.

Dated this 19th of January, 2016

CIVANO 1: NEIGHBORHOOD 1 ASSOCIATION, an Arizona non-profit corporation

By: \_\_\_\_\_  
Its: President



ATTEST:

Adrianna R. Algado-Keller

Secretary